

THE FIRST REFORMED CHURCH

529 Newark Pompton Turnpike, Pompton Plains, New Jersey 07444

Applications for use will be processed through the church office. Call 973-835-1144 if you have questions.

FUNERAL/MEMORIAL SERVICE APPLICATION

Today's Date _____

I hereby make application for use of

the ☐ Sanctuary or ☐ Grace Chapel or ☐ Friendship Hall on _____ for
☐ a funeral or ☐ memorial service. Time _____ AM or PM

Special equipment or facilities required are _____

Please PRINT:

Deceased Name _____

Deceased Date of Birth _____ Date of Death _____

Family Contact _____

Family Address _____

Email address _____

Phone No. (____) _____ Active Member ☐ Non-Member ☐

Service Performed by _____ Phone # _____
(Pastor)

Music: ☐ None ☐ Organist ☐ Pianist _____

Soloist: ☐ No ☐ yes _____

Audio System ☐ No ☐ Yes _____

Repast on premises ☐ No ☐ Yes – If yes, call the church office for more information.

See reverse side for schedule of fees.

FOR OFFICE USE ONLY

Approved _____
Pastor or Business Manager

Date Fees Received _____ by: _____

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Pompton Plains, N J

INFORMATION FOR FUNERALS AND/OR MEMORIAL SERVICES

A. Applications for use of Sanctuary will be processed through the church office and be approved by a pastor and/or property team.

B. Fees and Honorariums:

1.	Use of sanctuary (non-members only)	\$375.00
2.	Use of Grace Chapel (non-members only)	200.00
3.	Custodial Fee (members & non-members)	125.00
4.	Organist Fee (for in house organist)	175.00
5.	Soloist (for in house soloist)	150.00
6.	Audio Technician 1 (members & non-members) (basic audio - microphones) (single shot streaming/recording for additional \$50)	150.00
	Audio Technician 2 (members & non-members) (live stream to FRC website, video projection, digital recording) If staff is available	150.00
7.	Administrative Support Fee (members & non-members)	150.00
8.	Honorarium for officiating minister (members & non-members)	300.00
	Weekday Graveside/Internment Only (members & non-members)	75.00
	Weekend Graveside/Internment Only (members & non-members)	100.00

If you wish to have a repast on the premises, please complete the Application for Repast

Notes:
